

Chapter 2 Forecasting Training Ammunition

2-1. General.

a. This section is designed to provide guidelines by which units can effectively manage their training ammunition authorizations, plan, forecast and meet installation goals.

b. A 12-month forecast will be submitted monthly by Major Subordinate Commands (MSCs), tenant units, U.S. Army Reserves (USAR), Army National Guard (ARNG) units, and other DOD services supported by this installation. All Fort Bragg XVIII Airborne Corps units and permanent tenant units will submit their forecasts to the RBC, Training Ammunition Section, on a Standard Army Training System/ Echelons Above Battalion (SATS/EAB) diskette only, and input to the TAMIS-R Forecast System.

c. Items in short supply are managed through the Committee for Ammunition Logistics Support (CALS). An updated CALS list will be provided each year in November and April by the RBC Training Ammunition Section.

2-2. Responsibilities.

a. The RBC Training Ammunition Section will:

(1) Monitor and coordinate the Training Ammunition Management Program with emphasis on the accurate development of unit requirements IAW DA PAM 350-38, Standards in Weapons Training, the sub-allocation of installation authorizations, and the review of MSC's and major activities' monthly forecasts for training ammunition.

(2) Establish and maintain a system to ensure training ammunition is forecast to meet the training requirements of active Army units and all units drawing training ammunition on Fort Bragg. All MSCs and tenant units are required to submit by the third of every month a 12 month-by-month training ammunition forecast on a SATS/EAB diskette, and ensure forecast is input into the TAMIS-R Forecast System. All others will submit forecasts on DA Form 5514-R, Training Ammunition Forecast Report; computer generated forecast, or SATS/EAB diskette. The RBC Training Ammunition Section will submit to

the 2d Support Center CMMC, Munitions Division, and the ASP, a monthly-approved forecast training roll-up by the 20th of each month.

(3) Sub-allocate training ammunition authorizations received from United States Army Forces Command (FORSCOM), and establish priorities of fill based upon unit mission and special requirements.

(4) Review and forward to FORSCOM requests for special or increased authorizations for training ammunition.

(5) Coordinate forecasting of training ammunition to be expended at installations other than Fort Bragg with training officers at other installations. Forecasts will be passed to the training installation not later than 120 days prior to the month in which training is to be conducted.

(6) Review unforecasted requests for training ammunition prior to submission to the 2d Support Center CMMC, Munitions Division. The 2d Support Center CMMC, Munitions Division, will check to see if the request can be filled from stock on-hand. If stocks are available, the RBC Training Ammunition Section may approve the request.

(7) Establish and coordinate priority of issue for shortage items managed by the CALS when supplies on hand at the ASP are insufficient to meet installation needs.

(8) Issue guidance to 1st Reserve Officer Training Corps (ROTC) Region, Mob Br, POMS, RBC, and other branches of service outlining procedures for reporting training ammunition forecast requirements to the installation.

(9) Sub-authorize ammunition to each MSC and separate units.

(10) MSCs will access TAMIS-R and pull reports that identify authorization expenditure percentage, and the expenditure report to confirm expenditure/turn-in data on Monday of each duty week. MSCs will report errors to the RBC Training Ammunition Section before close of business.

(11) Establish and maintain post ammunition authorization reserves (when appropriate or directed).

(12) Provide additional ammunition authorizations to units for major unprogramed events when available and justified.

(13) Cross-level ammunition to support subordinate unit training programs when possible.

(14) Provide units with revised authorizations, information updates, guidance, and assistance as needed.

(15) Be the approving authority on all CALS unforecasted requests.

(16) Notify units immediately upon discovery of shortfall of authorizations and forecasts.

(17) Maintain records of MSC ammunition authorizations, MSC expenditures and authorization balances.

(18) Receive and review ammunition requirements, availability and forecasts. Notify units of ammunition items in critically short supply.

(19) Remind all customers of requirements of the EPA-MR.

b. The 2d Support Center CMMC, Munitions Division, will:

(1) Ensure that an adequate supply of ammunition is on-hand to meet the training requirements of all units and activities attached or satellited on this installation for Class V logistical support.

(2) Notify the RBC Training Ammunition Section on or before the 3d workday of each month of shortages or projected shortages of CALS managed items stored at the Installation ASP.

(3) Coordinate direct shipment of training ammunition from the wholesale system to be expended at installations other than Fort Bragg. Requests will be forwarded to the 2d Support Center CMMC, Munitions Division, not later than 120 days prior to the month in which training is to be conducted.

(4) Determine the availability of ammunition for unforecasted requests based on the on-hand balances.

(5) Obtain approved forecasts on or before the 20th day of each month from the RBC Training Ammunition Section.

(6) Requisition ammunition and explosives from depot stocks through National Inventory Control Point (NICP) to meet forecasted requirements.

c. Major Subordinate Commands will:

(1) Receive annual authorization for all types of ammunition from the RBC Training Ammunition Section.

(2) Sub-authorize ammunition to subordinate units by type and quantity.

(3) Cross-level within the command when necessary.

(4) Monitor sub-unit forecasts, unforecasted requests, and expenditures for accuracy, completeness and timeliness.

(5) Request additional ammunition items from appropriate G3/S3, if required.

(6) Determine credit release from within their organization to fill unforecasted requests.

(7) Ensure that total authorization of ammunition is not exceeded.

(8) Ensure that units with TAMIS-R accounts maintain a record of their ammunition account to include authorizations, expenditures, and balances. Major Subordinate Commands will reconcile these records with RBC Training Ammunition Section records and the ASP SAAS-MOD clerk at least monthly.

(9) Ensure that units subordinate to them manage within the quantity ceilings given to them. They will forecast ammunition and will seek assistance for additional ammunition from their MSC.

(10) Provide completed DA Forms 581, Request for Issue and Turn-in of Ammunition, with actual draw and turn-in amounts, or DD Form 1348 to the RBC Training Ammunition Section NLT 15 days after returning to the installation when returning from off-post training.

(11) Submit to the RBC Training Ammunition Section a month-by-month forecast NLT 3d workday of each month on DA Form 5514-R,

Table 2-1, computer generated ammunition printout, or SATS/EAB diskette. The RBC Training Ammunition Section will review the forecast for accuracy.

d. Commanders of all Army units listed in Appendix B will:

(1) Ensure units do not forecast more training ammunition than the amount needed to meet training requirements.

(2) Prepare a consolidated training ammunition forecast for their command, and submit the forecast to the RBC Training Ammunition Section NLT the 3d workday, each month.

(3) Submit ammunition requirements to the RBC Training Ammunition Branch on a separate forecast for off-post training NLT 120 days (CONUS) and 180 days (OCONUS), prior to the month in which the training is to be conducted.

(4) Initiate requests for special or increased authorization of training ammunition by memorandum to this headquarters, ATTN: AFZA-RBC-TI (Reference Figure 2-1, FY Authorization Change Request Format).

(5) Ensure ALCON are reminded of need to comply with requirements of the EPA-MR. (See Appendix H)

e. The RBC, Training Division, Mobilization Branch will:

(1) Provide a monthly updated list, or as changes occur, to the 2d Support Center CMMC, Munitions Division, of all units mobilizing out of Fort Bragg.

(2) Send a memorandum identifying a delinquency to the RC Regional Support Command (RSC) or National Guard State Headquarters of the RC unit concerned.

(3) Ensure that all RC units receive information on compliance with the EPA-MR and that this information is included in the RCUCMH.

f. Units will:

(1) Identify operational load requirements authorized by Common Table of Allowances (CTA) 50-909, utilizing the forecasting procedures used for training ammunition through the chain of command,

to the 2d Support Center CMMC, Munitions Division. Submit requirements for operational loads, other than CTA authorized, by memorandum to 2d Support Center CMMC, Munitions Division, for approval. The following applies:

(a) Ensure that the DA Form 5514-R, computer generated ammunition printout, or SATS/EAB diskette is properly labeled as an operational load requirement. This procedure should be used for requirements that are recurring in nature.

(b) Identify requirements by using a memorandum format that includes the following: nomenclature, DODIC, quantity required, date required to be drawn from the ASP, and justification of need.

(2) Prepare DA Form 581 in accordance with instructions at Table 2-2, this regulation.

(3) Process the DA Form 581 and DA Form 581-1, if required, through the 2d Support Center CMMC, Munitions Division, for approval prior to taking to ASP for final processing. Ensure that the DA Form 581 is received at the ASP at least five workdays prior to attempting to draw ammunition. The fifth workday is not to be considered a pick up day.

(4) Ensure that accountability and responsibility for operational load ammunition will be IAW the procedures outlined in DA PAM 710-2-1, Chapters 3 and 11. Hand receipt procedures will be used when operational loads are issued for expenditure.

(5) Ensure that all troops assigned to the unit are aware of their basic responsibilities for compliance with the EPA-MR. (See Appendix H)

(6) Ensure all vehicles designated to transport ammunition and explosives will pass a DD Form 626 vehicle inspection prior to arrival at the ASP. The vehicle will be inspected by Ammunition Surveillance personnel prior to entering the ASP. Additionally, a unit competent person must inspect vehicles daily, prior to transporting ammunitions and explosives. The unit inspector will inspect such vehicles daily using a DD Form 626, completing all three sections. The inspector and one of the drivers must sign Section III of the DD Form 626.

2-3. Forecasting (General).

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a. Yearly ammunition forecast requirements are submitted 11 months preceding the start of a fiscal year. These requirements will be computed on Standards in Training Commission Committee guidelines and projected training guidance, as provided by the RBC Training Ammunition Section for the next fiscal year starting 1 October. Use DA PAM 350-38/39 to establish training ammunition requirements; DA PAM 710-2-1 also gives established guidance.

b. The units and activities listed at Appendix B are those assigned, attached, or satellited on this installation for ammunition logistical support. These units and activities will submit monthly training ammunition forecasts to the RBC Training Ammunition Section. They may be mailed to Commander, XVIII Airborne Corps and Fort Bragg, ATTN: AFZA-RBC-TI, Fort Bragg, NC 28310 by off-post units, or turned in during monthly forecasting meetings held on or before the 3d workday of the month.

c. Forecasts for RC units will be mailed or handcarried to Commander, XVIII Airborne Corps and Fort Bragg, ATTN: AFZA-RBC-TI, Fort Bragg, NC 28310.

d. Forecasts for Senior ROTC schools will be mailed or hand-carried to Commander, XVIII Airborne Corps and Fort Bragg (AFZA-RBC-TI), Fort Bragg, NC 28310.

e. All MSC units, down to battalion level, will submit monthly forecasts to their MSC or activity.

f. When units prepare their monthly forecasts, they may increase the amount forecasted for any month after the first 4-months, (120 days) lockout period providing the total fiscal year authorization is not exceeded. For example, a 3 November forecast creation month, the unit can increase April to March without restriction. The unit can reduce forecasted amounts during any time in the lockout period, as long as it does not exceed the expenditures for that month. The Installation forecast roll-up is submitted to the 2d Support Center CMMC, Munitions Division. If a unit needs additional ammunition during a lock-out period, they will notify the RBC Training Ammunition Section as soon as possible, and will then follow the procedures for unforecasted requests indicated at paragraph 3-5 of this SOP.

g. Monthly forecasts are due to the RBC Training Ammunition Section NLT the 3d workday of each month.

h. The TAMIS account holders must submit accurate 12-month forecasts. All DODICs which are critically short in supply and designated so by CALS will be locked in the forecast six months out. The RBC Training Ammunition Section will publish a list of CALS items semiannually.

i. Units should strive to use 100 percent of the ammunition quantities forecasted for each month. The usage rate can be determined by dividing the number of rounds used by the number of rounds forecasted. Units should monitor these figures each month to determine how well they are forecasting.

j. Units failing to meet (draw/use) 100 percent of ammunition forecasted for each month face command scrutiny. Further, the ASP, in many instances, cannot support those units that have failed to meet monthly forecasts as each fiscal year comes to a close.

2-4. Forecasting (Preparation and Processing).

a. Determine DODIC and quantity required for each training requirement. Use requirement-consumption data in DA PAM 350-38 and DA PAM 350-39. Do not exceed the current fiscal year authorized allocation quantities. Coordinate with S3/S4, G3/G4 to ensure that correct historical data were used when computing requirements for months in the next fiscal year.

b. Use a DA Form 5514-R, computer generated ammunition printout, or SATS/EAB diskette, to record the total quantity for each DODIC for each month in which the unit will draw training ammunition.

c. Submit the completed forecast to the next higher headquarters. For MSCs, this would be the RBC Training Ammunition Section, NLT the 3d workday of each month. The RC units must submit their requests to Commander, XVIII Airborne Corps and Fort Bragg, ATTN: AFZA-RBC-TI, Fort Bragg NC, 28310.

d. Each level in the chain of command will use DA Form 5514-R, computer generated ammunition printout, or SATS/EAB diskette to consolidate and forward the forecasts to the next higher headquarters in the unit's chain of command.

e. Ensure that the fiscal year authorization has been totally forecasted, without exceeding authorizations, during the remaining months of the current year. A separate DA Form 5514-R is required for each fiscal year.

f. The RBC Training Ammunition Section will:

(1) Receive, on or before the 3d workday of each month, the DA Form 5514-R, SATS/EAB diskette, or computer generated ammunition printout from the MSCs and major independent activities as listed at Appendix B.

(2) Review forecast for format and compliance with this regulation.

(3) Return incorrect forecast form(s) or diskettes to applicable MSC or major independent activity for correction.

(4) Annotate and forward one copy of the Approved Installation Forecast roll up or diskettes to 2d Support Center CMMC, Munitions Division, NLT the 20th calendar day of each month.

g. The 2d Support Center CMMC, Munitions Division will:

(1) Receive, on or before the 20th calendar day of each month, approved installation forecast roll up from the RBC Training Ammunition Section.

(2) Notify the RBC Training Ammunition Section of any shortages or projected shortages that would impact on the training ammunition forecast.

h. Commanders of MSCs or major independent activities listed in Appendix B, excluding RC, will:

(1) Review and consolidate training ammunition requirements received from subordinate units or activities.

(2) Ensure that quantities forecasted do not exceed TAMS/TAMIS authorized or special allowances.

(3) Ensure that the forecast accurately reflects the requirements for scheduled training during the 12-month period.

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(4) Ensure units submit yearly roll up requirements of inert, dummy, or drill ammunition items for training purposes, separate from training forecast requirements, to 2d Support Center CMMC, Munitions Division, through appropriate channels.

(5) Forward one copy of completed DA Form 5514-R, computer generated ammunition printout, or SATS/EAB diskette to RBC Training Ammunition Section, to arrive NLT close of business on the 3d workday of each month. Forecasts received after the 3d workday will be accompanied by a memorandum of lateness signed by the commander. Forecasts will not be accepted after the 15th workday of each month.

(6) Show any changes to requirements in subsequent monthly reports. Major changes to each succeeding forecast period will be annotated on DA Form 5514-R, computer generated ammunition printout, or SATS/EAB diskette as prescribed by this section. Major changes to forecasts are subject to disapproval due to nonavailability.

(7) Coordinate with the RBC Training Ammunition Section for emergency situations where unforecasted training ammunition is required. Subordinate units will notify their MSCs, who will cross-level to provide the ammunition. The MSC, if unable to provide the ammunition, will contact the RBC Training Ammunition Section. See procedures in para 3-5.

i. Commanders of RC and Senior Army ROTC activities and other branches of service will:

(1) Prepare and submit DA Form 5514-R, computer generated ammunition printout, or SATS/EAB diskette, on a monthly basis. Reserve Component units will submit their documentation to Commander, XVIII Airborne Corps and Fort Bragg, ATTN: AFZA-RBC-TI, Fort Bragg, NC 28310, NLT the 3d workday of each month. Units to include the Reserve Components which are not satellites for regular training and have only annual or semiannual requirements should contact the RBC Training Ammunition Section for an exception to this policy.

(2) Ensure that the quantities and items forecasted are authorized by TAMIS-R or approved special allowances and are required for use in connection with scheduled training.

(3) Understand that forecasts exceeding quantities authorized by TAMS/TAMIS or other approved authorizations will be returned without action.

Table 2-1

PREPARATION OF DA FORM 5514-R, TRAINING AMMUNITION FORECAST REPORT

(Creation date) ENTER the DATE the report was created.

(UIC) ENTER the name and unit identification code of the unit completing the report. The MSCs will also enter their assigned UIC.

(LOCATION) ENTER the name of the installation on which the reporting unit is stationed.

(THRU) ENTER the address of the intermediate command or office the report must go through. This will be the address of the office responsible for approving ammunition requests, block 14a, DA Form 581. In the second THRU block enter: The appropriate responsible agency.

(SIGNATURE) ENTER signature of THRU addressee if applicable. Include telephone number of UIC POC.

(TO) ENTER the address of the command or office to which the report is made. Enter: RBC Training Ammunition Section.

(a) through (l) ENTER the three-character abbreviation for the name of the first 12 months covered by the report. Do not include the month that the report is created; e.g., a report prepared 9 April 1990 would report forecast quantities for 1 May 1990 through 30 April 1991. In the columns under these blocks, enter the quantities by DODIC and Supply Support Activity (SSA) forecasted for expenditure for each month. Ensure the total quantity of ammunition by DODIC forecasted for the current fiscal year does not exceed current authorization. Current authorization does not apply to quantities forecasted in months of the next fiscal year.

(m) ENTER the DODIC for the ammunition item authorized in alpha numeric code (e.g., A071, B568, G881, etc.).

(n) ENTER authorized quantity as contained in TAMIS.

(o) Subtract expenditures from authorized quantity and record the remaining quantity in the block.

(p1) through (p5) ENTER the number designation of the ammunition SSA from which the unit will receive the ammunition. The SSA designation for Fort Bragg is 01.

TABLE 2-1

Table 2-1

TABLE 2-1, INSTRUCTIONS FOR PREPARATION OF DA FORM 5514-R, TRAINING AMMUNITION FORECAST REPORT (CONTINUED)

(Blank under blocks m, n, and o). Used to indicate special requirements, such as, off-post or information (e.g., for "overhead fire only," "night infiltration," etc.) and months of this training or day of the month the specific item/items are required to be on the ground.

NOTE: A separate forecast will be made out for any off-post requirements. One copy of the completed DA Form 5514-R, computer generated ammunition printout, or SATS/EAB diskette will be provided to the RBC Training Ammunition Section on or before the 3d workday of each month, 120 days prior to the month the ammunition is to be picked up.

TABLE 2-1 (Continued)

Table 2-1 (CONTINUED)

SAMPLE COVER LETTER

REQUEST FOR SPECIAL OR INCREASED
FY AUTHORIZATION OF TRAINING AMMUNITION

MEMORANDUM FOR Readiness Business Center, Training Division, Training
Integration Branch, Training Ammunition Section, (AFZA-RBC-TI)

SUBJECT: Request For Special Or Increased FY_____ Training Ammunition
Authorization

1. Unit requests the following special or increased FY_____ training
ammunition authorization.

DODIC	NOMEN	CURRENT AUTH	INCR	NEW AUTH
A059	5.56 Ball	55,000	10,500	65,500

2. Justification: Additional ammunition is required to qualify
newly assigned soldiers. Increased weapons density is 107 authorized
M16A2 rifles. Request is within current STRAC in accordance with DA
Pam 350-38, Table 5-31, page 82, Chap 5.

3. Impact if not approved: Specify STRAC standard and why it cannot
be met.

(Signature Block of
Approving Authority)

TABLE 2-2
DA FORM 581, BASIC/OPERATIONAL LOAD REQUEST FOR ISSUE

<u>ITEM NR</u>	<u>REMARKS/ENTRY</u>
1.	Place "X" in "Issue"
2.	Leave blank
3.	Enter document number and unit's DODAAC
4.	Leave blank
5.	Enter total number of pages (i.e., "1 of ____")
6.	Enter document serial number (i.e. "AA581")
7. 28310	Enter "Accountable Officer, Ft Bragg ASP, Ft Bragg NC
8.	Enter unit's mailing address and UIC
9.	Enter date desired for pick up of ammunition
10.	Enter "UBL/OP" (if other than UBL/OP, identify the appropriate account code, i.e., "118", etc.)
11.	For operational load, only, enter month for which forecasted, otherwise, leave blank.
12.	Enter unit's DODAAC.

- 13a. Enter name of Requestor. Must be same as on DA Form 1687 on file at the ASP.
- 13b. Enter date request was prepared.
- 13c. Requestor sign here. Signature must match DA 1687 on file at ASP.
- 14a. Enter name of approving authority. Must be same as on DA 1687 on file at the ASP.
- 14b. Enter date request was approved.
- 14c. Approving authority signs here. Must be same as on DA 1687 on file at the ASP.

TABLE 2-2
TABLE 2-2 (Continued)

15. Enter item number. For more than seven items, continue on DA Form 581-1.
16. Enter correct DODIC for each item.
17. Leave blank
18. Enter proper nomenclature for each item listed
19. Enter unit of measure (i.e., "EA," "FT," "LB," etc.)
20. Enter quantity requested
21. Leave blank
22. - 27. Leave blank
28. REMARKS: For Basic Load, enter: "Initial Issue Basic Load" or "Required to replenish Basic Load. Quantities are within authorized allowances." For Operational Load, enter: "Required for operational load" or "Required for immediate expenditure within authorized allowances." Enter: Authority; CTA Nr, TOE Nr, Special authorization, FORSCOM Reg 700-3. Enter:

LOCATION OF THE AMMUNITION:

29. Enter related document serial numbers, if known.
Otherwise, leave blank.

30a. Leave blank

30b. Leave blank

30c. Leave blank. (To be completed by ASP issuing/receiving
personnel.)

31a.-31c. Leave blank

32. Leave blank

TABLE 2-2 (CONTINUED)